

**REQUEST FOR PROPOSALS
LEGAL NOTICE
TOWN OF SCITUATE**

Pursuant to Massachusetts General Law Chapter 30B, the Town of Scituate, acting through its Chief Procurement Officer will accept sealed proposals for Fiscal 2015 Valuation Update for Real and Personal Property Values.

The Request for Proposals (RFP) may be obtained by contacting the Board of Assessors, 600 Chief Justice Cushing Highway, Scituate, MA. 02066, (781) 545-8714. RFPs may be obtained in person between 8:30 a.m. and 4:00 p.m. Monday through Friday beginning April 16, 2014. RFP's will be made available until May 2, 2014. Proposals will be accepted during normal business hours, Monday through Friday 8:30 a.m. to 4:00 p.m., and must be received no later than 4:00 p.m. Monday, May 5 at 10:00 a.m. at the Office of the Board of Assessors, 600 Chief Justice Cushing Highway, Scituate, MA. 02066.

The Town reserves the right to reject any and all proposals, or waive any irregularities or minor omissions deemed not in the best interest of the Town of Scituate.

All information pertaining to the contractors technical and management approach to completing this project as well as the proposed cost, timetable and staffing plan shall be presented in the proposal. The proposal must address, at minimum, each of the issues set forth in the Request for Proposals in order to be considered responsive. Any proposal, which does not respond to each issue in the Request for Proposals, shall be rejected by the Assessors as non-responsive. Minority and women-owned businesses are encouraged to apply.

The deadline for submittal of all sealed proposals is May 5, 2014 at 10:00 a.m. All inquiries and requests for information should be directed to Stephen Jarzembowski, Director of Assessing, c/o Board of Assessors, 600 Chief Justice Cushing Highway, Scituate, MA. 02066, (781) 545-8714.

Patricia A. Vinchesi
Chief Procurement Officer

